



MEMORANDUM

TO: Superintendents, High School Principals and High School Test Coordinators

FROM: Judy Jenkins, Director, Office of Student Learning

DATE: May 28, 2009

SUBJECT: Fall 2009 Administration of the PSAT

The state of Indiana is making two changes in the way it supports the PSAT/NMSQT in Indiana schools beginning in the 2009-10 school year:

- I. The state will provide funding for the PSAT/NMSQT testing this fall for **all Grade 10 students enrolled in accredited Indiana high schools**. Providing PSAT testing in Grade 10 is an opportunity that many states are encouraging and supporting for reasons that include:
 - a. Students and their parents receive an earlier and better gauge of their post-secondary preparation;
 - b. Students have time to adjust junior and senior high school schedules based on individual student data;
 - c. Schools may use AP Potential™ to identify students who may benefit from classes that help prepare students for and participate in Advanced Placement; and
 - d. Students and parents have access to a variety of college, career and SAT preparation tools that have benefit throughout high school.

The state funds the PSAT/NMSQT for Grade 10 students through a line item in the state budget. Grade 11 students are also encouraged to take the PSAT but budget allocations permit state funding of the PSAT for one grade level only. Grade 11 students may purchase the PSAT/NMSQT assessments for \$13 through the College Board or apply for a fee waiver. Scores from Grade 11 PSAT participation are utilized in the National Merit Scholarship program and other merit-based scholarship programs. June 15 is the priority date for Grade 11 Fee Waiver requests and requests for paper copies of the Student Guides (see below)

2. The Indiana Department of Education, in collaboration with The College Board, will provide expanded professional development opportunities during the fall of 2009 to help administrators and counselors make effective use of the school-specific tools offered through the PSAT program. Training options include use of the AP Potential and the Summary of Answers and Skills (SOAS), among other data and service options.

Students who participate in PSAT/NMSQT have access to My College QuickStart™, a personalized college and career planning kit with an individually tailored SAT study plan. This tool can be found online at www.collegeboard.com/quickstart. Students who have previously taken the PSAT currently have access to all of the tools of My College QuickStart™.

Because these resources are available to all Grade 10 students who take the PSAT (not just those who are determined to be “college bound”), we encourage schools to seek full participation of Grade 10 students in the PSAT/NMSQT.

Priority dates for ordering PSAT materials are:

- June 15:** Priority date to order test materials to ensure timely delivery of **Student Guides** and availability of [fee waivers](http://professionals.collegeboard.com/testing/waivers/guidelines/psat) link to <http://professionals.collegeboard.com/testing/waivers/guidelines/psat>.
- August 26:** Deadline for receipt of completed *SSD Eligibility Forms* for students whose documentation must be reviewed by the College Board
- August 28:** Last date for schools to **reduce** test orders
- September 9:** Deadline for receipt of completed *SSD Eligibility Forms* for students whose documentation does not need review by the College Board and for receipt of SSD Order Roster to order nonstandard test formats for 2009 PSAT/NMSQT.
- September 23:** Last date for schools to **increase** test orders
- October 14:** Wednesday test date

Additional information about the PSAT/NMSQT in Indiana is available on the website at <http://media.doe.in.gov/other/2009-05-13-PSAT.html>. If you have questions about the PSAT/NMSQT and the state funded Grade 10 opportunity, please contact Bridget Hand at bhand@doe.in.gov or 317-233-5191.